



# CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-8

DISTRIBUTION: A, B, C, J, S

CJCSI 5123.01

2 May 1997

## CHARTER OF THE JOINT REQUIREMENTS OVERSIGHT COUNCIL

References: See Enclosure B

1. Purpose. This instruction implements the program established in reference a for the Joint Requirements Oversight Council (JROC). It establishes and empowers the JROC as an advisory council to the Chairman of the Joint Chiefs of Staff. This instruction delineates JROC composition and responsibilities and further defines the JROC role in the requirements and acquisition process.
2. Cancellation. MCM-14-95, 7 February 1995, "Charter of the Joint Requirements Oversight Council," is canceled.
3. Applicability. This instruction applies to the Military Services, Joint Staff, combatant commands, Defense agencies, and joint activities and agencies reporting to the Chairman of the Joint Chiefs of Staff. For the purpose of this charter, provisions pertaining to combatant commands also apply to the Commander, US Element, North American Aerospace Defense Command (USELEMNORAD).
4. Policy. See Enclosure A
5. Definitions. See Enclosure A
6. Responsibilities. See Enclosure A
7. Summary of Changes. Assigns the Chairman of the Joint Chiefs of Staff as JROC Chairman and delegates the functions of the JROC Chairman to the Vice Chairman of the Joint Chiefs of Staff. Defines JROC membership as four-star representatives from respective Services selected by the Chairman of the Joint Chiefs of Staff. Updates JROC

missions. Prescribes the procedure for releasing JROC information to congressional committees and other non-DOD entities.

8. Effective Date. This instruction is effective on 2 May 1997.

\Signature\  
JOHN M. SHALIKASHVILLI  
Chairman  
of the Joint Chiefs of Staff

Enclosures:

A--Charter of the Joint Requirements Oversight Council  
B--References

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ENCLOSURE A

CHARTER OF THE JOINT REQUIREMENTS OVERSIGHT COUNCIL

1. Mission. The JROC is an advisory council to the Chairman of the Joint Chiefs of Staff. The JROC will:
  - a. Assist the Chairman in identifying and assessing the priority of joint military requirements (including existing systems and equipment) and acquisition programs to meet the National Military Strategy.
  - b. Assist the Chairman in carrying out the duties of spokesman for the CINCs on operational requirements (reference b).
  - c. Assist the Chairman in carrying out the responsibilities of assessing warfighting capabilities (reference c).
  - d. Assist the Chairman in considering alternatives to any acquisition program that has been identified to meet military requirements by evaluating the cost, schedule, and performance criteria of the program and identified alternatives.
  - e. Assist the Chairman in assigning joint priority among existing and future major programs meeting valid requirements identified by the combatant commands, Services, and other DOD agencies. It will also ensure that the assignment of such priorities conforms to and reflects resource levels as projected by the Secretary of Defense through the Defense Planning Guidance (reference a).
  - f. Assist the Vice Chairman of the Joint Chiefs of Staff in carrying out the responsibilities of Vice Chairman of the Defense Acquisition Board (DAB) (reference d).
  - g. Review all warfighting deficiencies that may necessitate major defense acquisition programs and validate that such deficiencies cannot be satisfied by nonmateriel means (changes in doctrine, tactics, training, or organization).
  - h. Review and approve the military need for all potential major defense acquisition programs and validate performance objectives and thresholds in the acquisition program baseline for all such programs prior to any milestone consideration by the DAB (reference e).

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i. Identify, evaluate, and designate potential candidates for joint acquisition programs.

j. Resolve cross-Service requirements issues.

k. In each of its reviews of military needs and acquisition programs, place emphasis on ensuring interoperability, pursuing opportunities for joint or multi-Service applications, eliminating unnecessary duplication in programs, and promoting economies of scale.

2. Responsibility. The JROC is responsible to the Chairman of the Joint Chiefs of Staff for performing the missions and functions set forth in this charter. The JROC informs and advises the Chairman with respect to military requirements and issues before the Council. The JROC Chairman will decide all matters before the Council.

3. Membership. The Chairman of the Joint Chiefs of Staff chairs the Council. The functions of the JROC Chairman are delegated to the Vice Chairman of the Joint Chiefs of Staff (reference f). Other members of the JROC will be selected by the Chairman of the Joint Chiefs of Staff, after consultation with the Secretary of Defense, from officers in the grade of general or admiral who are recommended for selection by the Secretary of the Military Department concerned. In accordance with reference a, JROC permanent members are:

a. The Chairman of the Joint Chiefs of Staff, who is the Chairman of the Council.

b. An Army officer in the grade of general.

c. A Navy officer in the grade of admiral.

d. An Air Force officer in the grade of general.

e. A Marine Corps officer in the grade of general.

4. Functions

a. JROC

(1) Oversees Joint Warfighting Capabilities Assessment (JWCA) process. Directs assessments of specific joint military capability areas to examine key relationships and interactions between joint warfighting capabilities. Identifies opportunities for improving warfighting effectiveness. This continuous process will provide

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insight into issues involving joint warfighting requirements, readiness, plans for recapitalization and modernization, and support for joint requirements and resource recommendations.

(2) Oversees the requirements generation process and mission - need determination. Performs mission-need review, validation, and approval prior to start of the acquisition process. Ensures that emerging performance objectives and thresholds adequately address the mission need. Additionally, the JROC ensures, in its review process, military requirements are linked to the national military strategy. Emphasis is placed on fulfilling the needs and eliminating deficiencies of the combatant commands while ensuring interoperability, reducing parallel and duplicate development efforts, and promoting economies of scale.

(a) Reviews any deficiencies that may necessitate new major defense acquisition programs. The JROC reviews the identified mission need (as distinct from any potential system or program), validates that a nonmateriel solution is not feasible, assigns a joint priority for meeting these needs, and forwards the Mission Need Statement (MNS), with amplifying recommendations, to the Under Secretary of Defense for Acquisition and Technology (USD(A&T)).

(b) Assists the Chairman in considering alternatives to any acquisition program that has been identified to meet military requirements by evaluating the cost, schedule, and performance criteria of the program and of the identified alternatives.

(c) Validates key performance parameters in the performance section of the Acquisition Program Baseline prior to DAB reviews of major defense acquisition programs (including, unless otherwise directed by the Secretary of Defense, highly sensitive classified programs).

(3) Reviews results of concept exploration and definition studies and provides appropriate recommendation on alternatives and cost-performance trades to USD(A&T) prior to the Milestone I (New Start) review.

(4) Directs the review and designation of all MNS and resulting operational requirements for joint potential.

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- (5) Conducts program reviews between formal milestone decisions as required to ensure system performance meets original mission needs and evolving requirements.
  - (6) Assists the Chairman of the Joint Chiefs of Staff in ensuring alternatives to any major defense acquisition programs have been adequately considered.
  - (7) Charters and tasks study groups to address operational concept definitions, joint potential, and joint requirements issues.
  - (8) Nominates topics for JROC consideration and advises the JROC Chairman on issues requiring Council review.
- b. JROC Secretary. The Secretary is appointed by the JROC Chairman from the Joint Staff, Force Structure, Resources, and Assessment Directorate (J-8). Functions of the Secretary are to:
- (1) Develop and promulgate JROC administrative procedures.
  - (2) Provide necessary continuity and Joint Staff point of contact for the JROC.
  - (3) Conduct JROC prebriefs to ensure format, content, and presentation are appropriate.
  - (4) Coordinate JWCAs and other issues requiring JROC review.
  - (5) Promulgate the JROC decisions.
  - (6) Support the JROC.
  - (7) Document proceedings of each JROC meeting.
  - (8) Support the Chairman, JROC, in executing JROC responsibilities.
  - (9) Appoint a JROC Recorder to record all JROC actions and maintain JROC historical records.
  - (10) Coordinate the actions of the Joint Staff in their support of the JROC Chairman.
  - (11) Maintain liaison with the combatant commands.

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c. The JROC Secretariat. JROC Secretariat includes the JROC Recorder and other Joint Staff personnel, as designated by the JROC Secretary. The JROC Secretary assigns specific functions and duties to the Secretariat in support of the JROC Chairman.

d. The JWCA Sponsors. The Directors of the Joint Staff directorates may be appointed by the JROC Chairman as JWCA sponsors. JWCA sponsorship will be at the flag level. Functions of the JWCA sponsors include:

(1) Identify critical deficiencies and strengths in joint warfighting capabilities and provide specific program recommendations.

(2) Provide the JROC with assessment methodologies, findings, and recommendations to satisfy warfighting requirements and provide operational efficiencies.

(3) Establish JWCA teams to conduct assessments. Team membership will vary depending on the issue, but may normally consist of:

(a) JROC permanent members' representatives.

(b) Joint Staff directorate representatives.

(c) Combatant command representatives.

(d) DIA representatives.

(f) Others, as designated by the JROC Chairman.

## 5. Procedures

### a. The JROC Chairman

(1) Calls the JROC meetings.

(2) Develops the agenda for JROC meetings, organizes JROC work, and ensures prompt prosecution of JROC business.

(3) Oversees the JWCA process to ensure proper focus in accordance with JROC responsibilities.

(4) Acts on behalf of the JROC in maintaining liaison with appropriate DOD components.

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(5) The JROC Chairman also serves as the Vice Chairman of the DAB.

(6) Schedules briefings by the appropriate DOD component on issues that may require JROC resolution or recommendation.

(7) Records, with the support of the JROC Secretary, decisions and recommendations.

(8) Is responsible for all internal and external reports.

b. The JROC Review Board. The JROC Review Board (JRB) is comprised of flag officers from each of the Services, designated by the JROC member of the Service concerned, and is chaired by the JROC Secretary. As the JROC supports the Chairman of the Joint Chiefs of Staff in carrying out his responsibilities, the JRB functions to assist the JROC in carrying out its duties and responsibilities. Functions of the JRB are to:

(1) Assist the JROC in overseeing the requirements generation process, to include mission-need determination, operational requirements documents, and key performance parameter validation.

(2) Assist the JROC in integration and oversight of the JWCA process.

(3) Review JWCA insights, findings, and recommendations and provide appropriate guidance, suggestions, and direction prior to final JROC review.

(4) Nominate topics for JRB/JROC consideration and advise the JROC Chairman on issues requiring Council review.

c. The JROC

(1) Nominates topics for JROC consideration and advises the JROC Chairman on issues requiring Council review.

(2) Assists the JROC Chairman in oversight of the JWCA process.

(3) Assists the JROC Chairman in formulating positions to be taken in discussion or correspondence with appropriate DOD

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components and/or the combatant commands on issues before the DAB.

(4) Submits, when deemed necessary, advice or opinions in disagreement with, or in addition to, the JROC Chairman. If a member submits such advice or opinion, the JROC Chairman will forward that advice at the same time his own advice is forwarded.

(5) Advise the JROC Chairman on Service positions with regard to Special Study Group (SSG) findings.

6. JROC SSGs. The JROC Chairman, with advice from the JROC, may establish SSGs to complete requirements determination studies, evaluate mission needs, or perform other studies, as designated. JROC SSGs are established at the flag-officer level with support from an action officer working group. The JROC Chairman will appoint the SSG Chairman. SSG charters are normally developed by the JROC Secretary and approved by the JROC. Membership of an SSG will vary depending on the issue, but will normally consist of:

- a. Representatives of the JROC permanent members.
- b. Joint Staff directorate representatives.
- c. Combatant command representatives (as required).
- d. DIA representative.
- e. Others, as designated by the JROC Chairman.

7. JROC Communications. JROC communications are separate, unique and do not follow normal Joint Staff or Service channels. It should be noted that the JROC includes the JWCA process. Accordingly, JWCA communications will use the same procedures outlined below. Direct communications are necessary to facilitate and expedite JROC information flow. Communications between the JROC and the office of the USD(A&T) are direct. These channels are normally via memorandum from the JROC Chairman to the USD(A&T) and return; or from the JROC Secretary to the DAB Executive Secretary and return. Likewise, communications from the JROC to the Services are direct. Service principals will identify a Service point of contact (POC) with direct access to that principal to assist and facilitate JROC matters. Priority communications will be direct from the JROC Chairman or the JROC Secretary to the Service Principal and return. Routine communications

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will be from the JROC Secretariat or the JWCA Team Leader to the Service POC and return.

8. JROC Information Availability

- a. JROC and JRB-related briefing materials, memorandums, and minutes will be maintained by the JROC Secretariat. These materials will be directly accessible to the Services and the Joint Staff. Combatant commands will be provided these briefing materials, as appropriate.
- b. When the Secretary of Defense approves a recommendation of the Chairman of the Joint Chiefs of Staff, oversight information with respect to the recommendation that is produced as a result of JROC activities will be made available in a timely fashion to the congressional defense committees (reference a).
- c. Other JROC information may be released to Congress and other non-DOD entities only after coordination with the JROC, Services, applicable Joint Staff offices, and upon approval of the Chairman of the Joint Chiefs of Staff.

9. Definitions

- a. Oversight information. Information and materials comprising analysis and justification that are prepared to support a recommendation that is made to, and approved by, the Secretary of Defense.
- b. Congressional Defense Committees
  - (1) The Committee on Armed Services and the Committee on Appropriations of the Senate.
  - (2) The Committee on National Security and the Committee on Appropriations of the House of Representatives.

ENCLOSURE B

REFERENCES

- a. Title 10, United States Code, Section 181, "Joint Requirements Oversight Council"
- b. Title 10, United States Code, Section 163, "Role of Chairman of Joint Chiefs of Staff"
- c. Title 10, United States Code, Section 153, "Chairman: functions"
- d. DOD Directive 5000.1, 15 March 1996, "Defense Acquisition"
- e. DOD Regulation 5000.2-R, 15 March 1996, "Mandatory Procedures for Major Defense Acquisition Programs (MDAPs) and Major Automated Information System (MAIS) Acquisition Programs"
- f. Title 10, United States Code, Section 154, "Vice Chairman"

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